### PUBLIC SESSION MINUTES

### North Carolina State Board of CPA Examiners October 20, 2003 1101 Oberlin Road Raleigh, NC 27605

**MEMBERS ATTENDING:** O. Charlie Chewning, Jr., CPA, President; Michael H. Wray, Vice President; Leonard W. Jones, CPA, Secretary-Treasurer; Norwood G. Clark, Jr., CPA; Scott L. Cox, CPCU, CIC; and Arthur M. Winstead, Jr., CPA.

**STAFF ATTENDING:** Robert N. Brooks, Executive Director; Lisa R. Hearne, Manager-Communications; Ann J. Hinkle, Manager-Professional Standards; Buck Winslow, Manager-Licensing; and Noel L. Allen, Legal Counsel.

**GUESTS:** Tom Chenoweth, CPA, Highland Publishing Company; and Curt Lee, Past President, NCSA.

**CALL TO ORDER:** President Chewning called the meeting to order at 10:04 a.m.

**MINUTES:** The minutes of the September 22, 2003, meeting were approved as corrected.

**FINANCIAL AND BUDGETARY ITEMS:** The financial statements for September 2003 were accepted as submitted.

Messrs. Cox and Wray moved to approve the audit for the Board for the year ending March 31, 2003. Motion passed (Appendix I).

**REPORT OF THE PROFESSIONAL STANDARDS COMMITTEE:** Mr. Clark moved and the Board approved the following recommendations of the Committee:

200103-011, 200106-054 - Jerry U. Britt - Approve the signed Consent Order (Appendix II).

**REPORT OF THE PROFESSIONAL EDUCATION AND APPLICATIONS COMMITTEE:** Mr. Wray moved and the Board approved the following recommendations of the Committee:

**Transfer of Grades Applications -** The following was approved:

Kevin Middleton Edwards (partial-Auditing, LPR, and ARE)

**Original Certificate Applications** - The following were approved:

Sheref M. Abou-Donia Chad Lewis Beauchamp Lisa Schmieden Bonsor Nicole Lee Church Thomas James Cromartie Cynthia C. Flowers Joanna L. Foster
Christina Kotos Griffith
Adam Christian Hargett
John Donald Henderson
Matthew Edwin Hornaday
Brian Andrew Leden
Laura Curlee Leonard
Sienna Yvonne Loy
Patricia McGinn Martin
Leslie Lorraine Messerli
Michael Bauer Miller
Rebecca Dawn Mumpower
Michael Alizadeh Nader

Adam Clayton Neal

Mark Thomas Newsome
Brian Christopher Payne
David Vernon Ray
Laura Elizabeth Rouse
Rebecca Lynn Schmitt
John Quincy Shelton IV
Ann Chowning Sides
Benjamin Ross Stewart
Emily Annette Stoots
Jeannette Elizabeth Sutton
Brandon A. Taylor
Travis Lawrence Whitfield
David Andrew Yeager

### **Reciprocal Certificate Applications** - The following were approved:

Lisa Ann Allbritten Sarah Jewel McClanahan Armstrong Christopher Barton Melissa Blevins Linda J. Carroll David Kerestes Gregory Crawford Mullins Si Young Park Ronald Joseph Penner Jeffrey Paul Verchot Robert Edward Watson II

**Temporary Permits** - The following temporary permits were approved by the Executive Director and ratified by the Board:

Scott A. Remmy T02950 Kathleen H. Fitzgerald T02951 Starla Richardson Hall T02952 Danielle Margaret Hannon T02953 Thomas Andrew Jackson T02954 Teresa Lynn Lakhia T02955 Francis C. Navin Jr. T02956 Stephen Patrick Priestley T02957 Frank J. Sambor T02958 Brian S. Turner T02959 Joseph Henry Wasserman T02960

### **Reinstatements -** The following were approved:

Andrea L. Balog #28504 Ann Louise Ledford #19590 Darryl Craig Owsen #17365 Pamela Denise Carroll Spalding #22280 Heather A. Tullar #19993

**Reissuance of New Certificate** - An application for reissuance of new certificate and consent agreement submitted by David Ronald McAlee (#9273) was approved.

**Firm Registrations** - The following professional corporations, professional limited liability companies, and limited liability partnerships were approved by the Executive Director and ratified by the Board:

William M. Becker, P.A.
MICHAEL S. BUCHANAN, CPA, PLLC
KAY EDGAR, CPA/CFP, PLLC
SEYMOUR M. ETTINGER, C.P.A., P.C.
Levinson & Stewart CPA's PA

MANESS & ASSOCIATES, PLLC Monday & Monday, CPA's, PA POTTER & ASSOCIATES, LLP Woodward & Lowdermilk, CPA's, P.A.

CPE Matters - The Committee reviewed information provided by Christopher D. Mandaleris (#17304). Mr. Mandaleris indicated on his 2003-2004 renewal that he completed his 2002 CPE by 12/31/02. However he only completed 35 hours by 6/30/03. Staff recommended forfeiture and referral to the Professional Standards Committee. The Committee approved staff recommendation.

#### **Conditional Licenses**

Staff received a renewal from William Philip Benac (#12084) which lists 2002 CPE taken between January 1 and June 30, 2003, without an approved extension. Staff recommended a conditional license for a first offense pursuant to 21 NCAC 8G .0406(b)(1). The Committee approved staff recommendation.

Staff received a renewal from William Fred Chapman Jr. (#14686) which lists 2002 CPE taken between January 1 and June 30, 2003, without an approved extension. Staff recommended referral to the Professional Standards Committee for a second offense pursuant to 21 NCAC 8G .0406(b)(2). The Committee approved staff recommendation.

Staff requested Committee guidance regarding a request to rescind the conditional license awarded Craig Lupton-Smith (#25200). The Committee approved Mr. Lupton-Smith's request.

Staff received and recommended disapproval of the requests to rescind the conditional licenses awarded to the individuals listed below. The Committee disapproved their requests:

Lynette Jo Anderson #24270 Virginia A. DeVine #27776

Cassandra T. Gayle #28108

### Examinations -

The Committee approved use of the AICPA Uniform CPA Examination for the November 2003 Examination.

The Committee approved all staff-approved applicants to sit for the November 2003 CPA Examination (Appendix III).

The Committee disapproved all staff-disapproved applicants to sit for the November 2003 CPA Examination (Appendix IV).

**CLOSED SESSION:** Messrs. Clark and Cox moved to enter Closed Session to discuss legal matters with the Executive Director and Legal Counsel. Motion passed.

**PUBLIC SESSION:** Messrs. Wray and Cox moved to re-enter Public Session to continue with the Agenda. Motion passed.

**ADJOURNMENT:** Messrs. Wray and Winstead moved to adjourn the meeting at 11:38 a.m. Motion passed.

Respectfully submitted:

Attested to by:

Robert N. Brooks Executive Director O. Charlie Chewning, Jr., CPA

President

### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS

FINANCIAL STATEMENTS

MARCH 31, 2003

### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS

### FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

### FOR THE YEAR ENDED MARCH 31, 2003

### **BOARD MEMBERS**

O. Charlie Chewning, Jr., CPA, President

Michael H. Wray, Vice-President

Walter C. Davenport, CPA, Secretary-Treasurer

Barton W. Baldwin, CPA

Scott L. Cox, CPCU, CIC

Leonard W. Jones, CPA

R. Stanley Vaughan, CPA

**EXECUTIVE DIRECTOR** 

Robert N. Brooks

LEGAL COUNSEL

Noel L. Allen, Esq.

## NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS MARCH 31, 2003

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### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS

### MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Board's annual financial report represents Management's analysis of the Board's financial performance during the year ending March 31, 2003. Please read it in conjunction with the financial statements which follow this section.

### Financial Highlights

The Board's net assets increased by \$221,234, or 10.9%, due primarily to an increase in the examination fee and lower budget expenses.

The operating revenues of the Board increased \$141,034, or 10.0%, due primarily to an increase in the examination fee.

The non-operating revenues of the Board decreased \$17,860, or 16.2%, due primarily to the fall in interest rates.

The operating expenses of the Board increased by \$79,554, or 5.9%, due primarily to an increase in the costs of grading the examination.

### Overview of the Financial Statements

This annual report consists of three parts: Management's Discussion and Analysis, Financial Statements and Supplementary Information. The Financial Statements also include notes that provide detail of the information included in the financial statements.

### **Basic Financial Statements**

The financial statements of the Board report information about the Board using accounting methods similar to those used by private sector companies. These statements offer short and long-term financial information about the activities of the Board.

The Statement of Net Assets (page 4) presents the current and long-term portions of assets and liabilities separately.

The Statement of Revenues, Expenses, and Changes in Net Assets (page 5) presents information on how the Board's assets changed as a result of current year operations.

The Statement of Cash Flows (page 6) presents information on how the Board's cash changed as a result of current year activity.

### Management's Discussion and Analysis

The following presents condensed financial information on the operations of the Board:

Current assets Capital assets Total assets	Current Year as of and for the year ended March 31, 2003 \$ 1,786,460	Current Year as of and for the year ended March 31, 2002 \$ 1,461,840
Current liabilities Long-term liabilities Total liabilities	\$ 577,017 35,783 \$ 612,800	\$ 458,615 <u>25,984</u> <u>\$ 484,599</u>
Invested in capital assets Unrestricted Total net assets	\$ 1,038,326 	\$ 1,036,200 <u>977,241</u> <u>\$ 2,013,441</u>
Operating revenues Operating expenses Operating income Non-operating revenues Change in net assets	\$ 1,544,599	\$ 1,403,565 <u>1,336,475</u> 67,090 <u>110,524</u> <u>\$ 177,614</u>

A comparison of budget to actual operations is presented in the Schedule on page 15. Total expenses were \$250,580 below budgeted amounts. This is a result of efforts made by the Board to decrease overall spending.

### **Events Affecting Future Operations**

The Uniform CPA Examination (exam) administered by the Board is scheduled to convert from a pencil-and-paper format to a computer-based format beginning April 5, 2004. The computer-based exam will be delivered on demand at Prometric testing centers. Although the Board may operate its own testing center(s), it has chosen to use the Prometric test centers for the first year of the computer-based exam. This decision was based on the uncertainty of the number of candidates who may apply to take the exam. The exam fee to be charged for Board administration of the computer-based exam has not yet been determined, but coupled with the uncertainty of the number of exam candidates, exam fee revenues will probably decrease. If the Board chooses to operate its own test center(s) in the future, it will experience an increase in both capital and operating expenses, resulting in an increase in exam fees.

The Board had non-operating income of \$92,664 for 2003, which included rental income of \$50,225 from two office leases in the building. The leases will expire October 1, 2003, and May 1, 2004, and the tenants are vacating. The Board may try to lease the approximately 3,484 square feet of space for a short time, or may leave it vacant until it is determined whether to use some or all of the space for a testing center.

### Contacting the Board's Management

This financial report is designed to provide a general overview of the Board's finances and to demonstrate the Board's accountability for the money it receives. If you have any questions about this report or need additional information, contact: North Carolina State Board of Certified Public Accountant Examiners, P.O. Box 12827, Raleigh, NC 27605-2827.

### **BOYCE, FURR & COMPANY, LLP**

CERTIFIED PUBLIC ACCOUNTANTS
RALEIGH, NORTH CAROLINA

### INDEPENDENT AUDITORS' REPORT

Governor Michael Easley
The General Assembly of North Carolina
North Carolina State Board of
Certified Public Accountant Examiners

We have audited the accompanying financial statements as listed in the table of contents of the North Carolina State Board of Certified Public Accountant Examiners as of March 31, 2003, and for the year then ended. These financial statements are the responsibility of the Board's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the North Carolina State Board of Certified Public Accountant Examiners as of March 31, 2003, and the results of its operations, changes in financial position, and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1 to the financial statements, the Board adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, as of March 31, 2003. This results in a change in the format and content of the financial statements.

Management's Discussion and Analysis is not a required part of the financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit this information and express no opinion thereon.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information listed in the accompanying table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Boyce, Lun & Company, Lit

## NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS STATEMENT OF NET ASSETS MARCH 31, 2003

ASSETS	
Current assets	•
Cash and cash equivalents	\$ 942.828
Certificate of deposit	\$ 942,828 800,000
Accrued interest receivable	43,632
Total current assets	1,786,460
Draw auto and a second	
Property and equipment	
Land	300,000
Building	718,996
Furniture	1,193
Equipment	14,144
Vehicle	26,682
Total property and equipment - net of depreciation	1,061,015
TOTAL ASSETS	
TO THE POSITION OF THE POSITIO	\$ 2,847,475
LIABILITIES AND NET ASSETS	
Current liabilities	
Accounts payable	\$ 23,980
Current portion of note payable	φ 25,980 10,890
Accrued vacation	6,007
Deferred revenue	536,140
Total current liabilities	577,017
laments to the	
Long-term debt	
Note payable	11,799
Accrued vacation	23,984
Total long-term debt	35,783
<b>T</b> ( 10 1 m)	
Total liabilities	612,800
Net assets	
Invested in capital assets - net of related debt	
Unrestricted net assets	1,038,326
om outloted liet assets	1,196,349
Total net assets	0.004.0==
· - · ·	2,234,675
TOTAL LIABILITIES AND NET ASSETS	\$ 2,847,475
	Ψ 2,071,413

## NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED MARCH 31, 2003

Operating revenues		
Examination fees		
N. C. candidates	\$	602,525
Other states candidates		4,880
Other		800
		608,205
Licensing face		
Licensing fees  Certificate fees		
		856,475
Professional corporation fees		26,230
Partnership registration fees		25,520
Quality review registration fees		1,060
		909,285
Other		
Sale of labels and lists		
		25,629
Miscellaneous		1,480
		27,109
Total an and the		-
Total operating revenues		1,544,599
Operating expenses		
Administrative (page 12)		1,036,795
Examination (page 13)		345,743
Building (page 14)		33,491
Total apprating assesses		
Total operating expenses		1,416,029
Operating income		
Operating income		128,570
Non operating revenues (sureus)		
Non-operating revenues (expenses)  Rental income		
***		50,225
Interest income		65,536
Proceeds from sale of equipment		175
Building (page 14)		(23,272)
Total		
Total non-operating revenues		92,664
Change in not asset		
Change in net assets		221,234
Not aggets, havington, c		
Net assets - beginning of year		2,013,441
Net assets, and of year		
Net assets - end of year	\$ 2	2,234,675

### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS STATEMENT OF CASH FLOWS FOR THE YEAR ENDED MARCH 31, 2003

Cash flows from operating activities	
Cash received from fees	\$ 1,615,945
Other cash received	27,109
Cash payments to employees for services	(472,976)
Cash payments for operating, examination, and building expenses	(891,649)
Net cash provided by operating activities	278,429
Cash flows from investing activities	
Interest on investments	65,536
Rental income - less building expense of \$23,272	26,953
Net cash provided by investing activities	92,489
Cash flows from capital and related financing activities	
Acquisition and construction of capital assets	(00.404)
Proceeds from the sale of assets	(69,161)
Loan proceeds - less payments of \$9,983	175
Net cash used in capital and related financing activities	<u>22,688</u> (46,298)
	(40,298)
Net increase in cash	324,620
Cash - beginning of year	,
beginning of year	618,208
Cash - end of year	¢ 042.000
	\$ 942,828
Reconciliation of operating income	
to net cash provided by operating activities	
Operating income	
Adjustments to reconcile operating income	<u>\$ 128,570</u>
to net cash provided by operating activities	
Depreciation	44.240
Changes in assets and liabilities	44,342
Accounts payable	8,946
Deferred revenue	98,455
Other accrued liabilities	(1,884)
Total adjustments	149,859
Not each provided by a service way	
Net cash provided by operating activities	\$ 278,429

### Note 1 - Nature of Activities and Significant Accounting Policies

### **Description of Organization**

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The North Carolina State Board of Certified Public Accountant Examiners is an independent State agency. It is an occupational licensing board and is authorized by Chapters 93 and 93B of the North Carolina General Statutes (NCGS). The Board is composed of seven members; five persons who are holders of valid and unrevoked certified public accountant certificates issued under the provisions of NCGS 93, and two persons who are not certified public accountants and represent the public at large. All members are appointed by the Governor.

The Board's primary responsibilities are to administer the Uniform CPA Examination, to grant certificates of qualification as certified public accountants to qualified persons, to register certified public accounting firms, and to enforce all statutes and rules of Chapter 93 and 21 NCAC Chapter 8.

The Board's operations are financed with self-generated revenues from fees charged to examinees and licensees. As of March 31, 2003 and 2002, the Board had approximately 16,750 and 16,032 licensees, respectively.

#### **Basis of Presentation**

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting principles and reporting standards. The Board applied all applicable Financial Accounting Standards Board (FASB) pronouncements issued after November 30, 1989.

All activities of the Board are accounted for within a single proprietary (enterprise) fund. Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

### Reporting Entity

GASB Codification Section 2100 has defined the governmental reporting entity to be the State of North Carolina because the State exercises oversight responsibility in that the Governor appoints the Board members, and public service is rendered within the State's boundaries. The accompanying financial statements present only the activity of the North Carolina State Board of Certified Public Accountant Examiners. Annually, the State of North Carolina issues general purpose financial statements which include the activity of occupational licensing boards.

### **Basis of Accounting**

In accordance with *Statement of Governmental Accounting Standards 34*, which the Board implemented for 2003, the Board presents a Statement of Net Assets; a Statement of Revenues, Expenses, and Changes in Net Assets; and a Statement of Cash Flows. These statements reflect entity-wide operations of the Board. The Board has no fiduciary funds or component units.

### Note 1 - Nature of Activities and Significant Accounting Policies (Continued)

The Statement of Revenues, Expenses, and Changes in Net Assets demonstrates the degree to which the direct expenses of the Board are offset by examination and license fees.

The financial statements report all activities of the North Carolina State Board of Certified Public Accountant Examiners using the current financial resource measurement focus and the full accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recognized when incurred, if measurable.

Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the Board. Operating revenues consist primarily of examination and license fees. Non-operating revenues and expenses consist of those revenues and expenses that are related to rental and investing types of activities and are classified as non-operating in the financial statements. Building expenses are allocated to operating and non-operating activities based on square footage.

#### **Budget Practices**

A budget for fiscal year ended March 31, 2003, was adopted by the Board and is prepared and reported on the accrual basis of accounting. Although budgeted amounts lapse at year-end, the Board retains its unexpended net assets to fund expenses of the succeeding year.

### Cash and Cash Equivalents

For purposes of the statement of cash flows, the Board considers all investments with a maturity of three months or less when purchased to be cash.

### **Certificate of Deposit**

This certificate bears interest at 7.1% and matures on June 21, 2005.

#### **Property and Equipment**

Property and equipment are stated at cost and are being depreciated over their useful lives on a straight-line basis. A summary follows:

Land Buildings Furniture Equipment Vehicle	Cost 3-31-02 \$ 300,000 745,336 122,153 125,969	Acquisitions \$ - 35,982 - 507 32,672	<u>Disposals</u> \$ - 207 6,103	Cost 3-31-03 \$ 300,000 781,318 121,946 120,373 32,672	Accumulated <u>Depreciation</u> \$ - 62,322 120,753 106,2295,990	Net Amount \$ 300,000 718,996 1,193 14,144 26,682
	<u>\$ 1,293,458</u>	\$ 69,161	<u>\$ 6,310</u>	\$ 1,356,309	\$ 295,294	\$ 1.061.015

When an asset is disposed, the cost of the asset and the related accumulated depreciation are removed from the books. Any gain or loss on disposition is reflected in the earnings for the period.

### Note 1 - Nature of Activities and Significant Accounting Policies (Continued)

### Vacation and Sick Leave

Board employees may accumulate up to thirty days earned vacation and such leave is fully vested when earned. The executive director may accumulate up to forty-five days earned vacation. On March 31st accrued vacation in excess of the limits are transferred and added to sick leave balances. Accumulated earned vacation payable at March 31, 2003, consisted of the following:

Current portion	\$ 6,007
Long-term portion	23,984
Total	\$ 29,991

The Board's sick leave policy provides for an unlimited accumulation of earned sick leave. Since the Board has no obligation for the accumulated sick leave until it is actually taken, no accrual for sick leave has been made.

### **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates, resulting in adjustments in future periods.

### Note 2 - Deposits and Investments

The Board maintains accounts consisting of cash, a certificate of deposit, and money market funds with one bank in which the Federal Depository Insurance Corporation (FDIC) insurance of \$100,000 was exceeded by \$1,663,774 on March 31, 2003. Management believes there is minimum credit risk relative to its cash investments.

### Note 3 - Deferred Revenue

Examination fees and certificate renewal fees collected in advance are recorded as deferred revenue at year-end and recognized as revenue when the examination is held and when the license period begins in the next fiscal year.

### Note 4 - Net Assets

Invested in capital assets - This component of net assets consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Unrestricted net assets - This component of net assets consists of net assets that do not meet the definition of *restricted* or *invested in capital assets*.

### Note 4 - Net Assets (Continued)

The Board has reserved a portion of the unrestricted net assets to cover future activities. The Board may change such reserved amounts based on perceived operating conditions. Reserved amounts are as follows:

Litigation	\$500,000
Operating expenses	\$300,000
Capital asset acquisitions	\$250,000
Computerization of CPA examination	\$100,000

### Note 5 - Operating Leases

The Board has lease agreements, which terminate by May 1, 2004, with tenants for future rents of \$34,528 for the year ending March 31, 2004.

### Note 6 - Note Payable

The Board financed an automobile purchase with a three-year note with zero percent interest. The principal payments are budgeted and charged to staff travel. The monthly payments are \$908 and the future amounts due are as follows:

Year	s Ended March	<u>31</u>
	2004	\$ 10,890
	2005	10,890
	2006	909
:	Total	<u>\$ 22,689</u>

### Note 7 - Pension Plan

The Board participates in the North Carolina Licensing Board Retirement Savings Plan, a defined contribution plan. A 6% contribution, based on eligible employee compensation, is made by both employer and employee. Employees are eligible to participate in the plan immediately upon employment. Employees are vested 20% for each year of service and may make voluntary contributions to the plan over the 6% contribution. The 401(k) plan is administered by Prudential Securities. Pension costs totaled \$27,593 for 2003.

### Note 8 - Risk Management

The Board is exposed to various risks of loss related to torts; theft of, damage to, and the destruction of assets; errors and omissions; injuries to employees; and natural disasters. Tort claims of board members up to \$500,000 are self-insured by the State under the authority of the State Tort Claims Act. In addition, the State provides an additional \$11,000,000 public officers' and employees' liability insurance via contract with a private insurance company. The Board also protects itself from exposures to loss through the purchase of commercial insurance, of which coverage includes building and contents, commercial liability, workers compensation and employers' liability, and vehicle.

### Note 9 - Restatement of Beginning Net Assets

In connection with the implementation of GASB 34, the Board has changed from reporting on a special revenue fund basis (modified accrual method) in 2002, to an enterprise fund basis (accrual method) for 2003.

In connection with this change, the beginning net assets have been restated as follows:

Special Revenue Fund Balance at March 31, 2002, as previously reported	\$ 1,009,121
Recording capital assets, net of depreciation	1,036,200
Recording accrued vacation pay	(31,880)
Net Assets at March 31, 2002, as restated	<u>\$ 2,013,441</u>

### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS

SUPPLEMENTARY SCHEDULES

## NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS SUPPLEMENTARY SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED MARCH 31, 2003

Salaries Legal counsel and hearing expense Travel and per diem - Board members Postage Printing Employee health benefits Social Security contributions	\$	471,087 106,420 78,260 86,413 48,780 82,380
Retirement contributions and administrative fee		34,971 28,598
Staff travel		17,081
Office supplies		11,096
Miscellaneous		14,741
Telephone		6,990
Repairs and maintenance		5,355
Continuing education		782
Audit fees		7,010
Subscriptions		4,101
Insurance		3,828
Investigator fees		3,667
Dues		7,005
Depreciation		17,168
Clerical expense - Board members		1,062
	<u>\$</u>	1,036,795

## NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS SUPPLEMENTARY SCHEDULE OF EXAMINATION EXPENSES FOR THE YEAR ENDED MARCH 31, 2003

Examinations and grading	\$ 241,154
Rent of examination facilities	36,463
Proctor wages	30,321
Proctor travel	9,060
Postage	11,168
Printing	3,245
Miscellaneous	2,525
Staff travel	8,200
Examination supplies	1,040
Travel and per diem - Board members	2,567
	\$ 345,743

### NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS SUPPLEMENTARY SCHEDULE OF BUILDING EXPENSES FOR THE YEAR ENDED MARCH 31, 2003

Operating building expenses  Maintenance Utilities Depreciation Improvements Insurance	\$ 6,422 9,575 16,033 899 562
	 33,491
Non-operating building expenses	
Maintenance	\$ 4,462
Utilities	6,654
Depreciation	11,141
Improvements	624
Insurance	 391
	\$ 23,272

# NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS SCHEDULE OF BUDGET AND ACTUAL REVENUES, EXPENSES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED MARCH 31, 2003

	Budget	Actual	Over (Under) Budget
Revenues			
Examination fees	\$ 621,450	\$ 608,205	\$ (13,245)
Licensing fees	923,000	909,285	(13,715)
Other	167,575	143,045	(24,530)
Total revenues	1,712,025	1,660,535	(51,490)
Expenses			
Personnel	724,752	617,036	(107,716)
Board and legal	224,939	184,680	(40,259)
Office	225,075	217,911	(7,164)
Examination	370,264	345,743	(24,521)
Building	107,774	29,589	(78,185)
Depreciation	37,077	44,342	7,265
Total expenses	1,689,881	1,439,301	(250,580)
Change in net assets	22,144	221,234	199,090
Net assets - beginning of year	2,013,441	2,013,441	
Net assets - end of year	\$ 2,035,585	\$ 2,234,675	\$ 199,090

NORTH CAROLINA WAKE COUNTY

### BEFORE THE NORTH CAROLINA STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANT EXAMINERS CASE #s: 200103-011 and 200106-054

IN THE MATTER OF: Jerry U. Britt, #13952 Respondent

SUPPLEMENTAL CONSENT ORDER

THIS CAUSE, coming before the Board at its offices at 1101 Oberlin Road, Raleigh, Wake County, North Carolina, with a quorum present. Pursuant to NCGS 150B-41 and 150B-22, the Board and Respondent stipulate the following Findings:

- 1. Respondent is the holder of North Carolina certificate number 13952 as a Certified Public Accountant.
- 2. In August of 2001, Respondent entered into a Consent Order with the Board regarding attest services that he provided to the Town of Seven Springs, the Town of Calypso, and the Town of Mount Olive. In addition to other requirements, this Consent Order mandated that Respondent obtain pre-issuance reviews of all governmental audits completed by Respondent during the period from August 20, 2001, through March 20, 2003.
- 3. During 2001, Respondent requested and was approved by the North Carolina Local Government Commission (LGC) to perform audits for the Towns of Seven Springs and Mount Olive for the year ending June 30, 2001. Although these audits were due to be provided to the LGC on or before October 31, 2001, the 2001 auditor's opinion for the Town of Seven Springs was dated February 9, 2002, and was received by the LGC on May 13, 2002, and the 2001 auditor's opinion for the Town of Mount Olive was dated November 5, 2001, and was received by the LGC on January 17, 2002.
- 4. During 2002, Respondent requested and was approved by the LGC to perform the audit for the Town of Mount Olive for the year ending June 30, 2002. The 2002 auditor's opinion for the Town of Mount Olive was dated October 25, 2002, but was received by the LGC on January 8, 2003. This audit was returned to Respondent by the LGC for corrections. The corrections were received and accepted by the LGC on January 16, 2003.
- 5. During the period from August 20, 2001, through March 20, 2003, Respondent did not request Board approval of a pre-issuance reviewer.
- 6. In response to Board inquiries regarding his compliance with the terms of his Consent Order, Respondent stated that he had only issued one governmental audit during calendar year 2002 and had mistakenly thought that he only had

Consent Order - 2 Jerry U. Britt

to obtain pre-issuance reviews of governmental audits for the period from August 2001 through February 2002.

7. Respondent wishes to resolve this matter by consent and agrees that the Board staff and counsel may discuss this Order with the Board ex parte, whether or not the Board accepts this Order as written.

BASED upon the foregoing, the Board makes the following Conclusions of Law:

- 1. Respondent is subject to the provisions of Chapter 93 of the North Carolina General Statutes (NCGS) and Title 21, Chapter 8 of the North Carolina Administrative Code (NCAC), including the Rules of Professional Ethics and Conduct promulgated and adopted therein by the Board.
- Respondent's failures to comply with the terms of a previous Consent Order 2. constitute violations of 93-12 (9)e and 21 NCAC 8N .0203 (b)(3).

BASED on the foregoing and in lieu of further proceedings under 21 NCAC Chapter 8C, the Board and Respondent agree to the following Order:

- 1. Respondent shall pay a three thousand dollar (\$3,000.00) civil penalty to be remitted with this signed Order.
- 2. Respondent shall obtain pre-issuance reviews of all audits until such time as his firm receives an unmodified opinion on a peer review which must include at least one governmental audit. The reviewer for the preissuance reviews shall be approved by the Board prior to performing said reviews.

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CONSENTED TO TH	HIS THE	<i>16</i> D	AY OF _	Seplent	⊢e	, 2003.
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North Carolina State Board of CPA Examin indidates w/Date & Site Promp Exam Candidates Alpha Order

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3/11	I 0072	Branch			Nadine	D.		Y Y
3/11	R 0073	Brank			Polly	Hart		YY
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3/11	R 0934	Bridgers			Jody	Hayes		N Y
3/11	R 0076	Briggs			Tina	к.		Y Y
3/11	R 0935	Brinkley			Staci	S.		ΥΫ́
3/11	R 0077	Brisbane			Lisa	Μ.		ΥΥ
3/11	R 0078	Brogan			Bridget	A.	ΥΥ	ΥΥ
3/11	R 0936	Brown			Carolyn	L.	N N	N Y
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3/11	R 0081	Brown			Michael	G.		Y Y
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3/11	R 0939	Buckner			Angela	D.		ΝΥ
3/11	I 0091	Bullin			Leigh	М.		Y Y
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3/11	R 0941	Bunch			Leslie	G.		N N
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EXAM SEAT LAST FIRST MIDDLE SITTING FOR DATE I/R NO. NAME NAME NAME LARF Martha S.
Taunya L.
Karen L.
Christina R.
Drew 3/11 R 0160 Crabtree YYYY 3/11 I 0161 Craig 3/11 I 0162 Cranford Y Y Y Y Y Y 3/11 I 0163 Crawford YYYY Cnristina R.

Drew P.

Dana L.

Joanne E.

Mary M.

Jr Ray Edward

Robert B.

Jolene R.

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Sarah J.
Bronnie E.
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Matthew J.
Stephanie L.
Elizabeth N.
Sunita D. 3/11 R 0979 Cui NYNN 3/11 R 0980 Cullen Y N N N Y Y Y Y 3/11 I 0168 Cummings 3/11 I 0184 Cummings 3/11 R 0170 Currin 3/11 R 0981 Cyrus 3/11 R 0982 Danner 3/11 R 0983 Dave NNNY Sunita D. Brett D. Rebecca A. 3/11 R 0171 Davidson YYYY →11 R 0172 Davidson Y Y Y Y Ian
Kristen M.
Jr Leroy
Jr Richard C.
Eric F.
Rebecca A.
Mary G.
Rajeev
Angela C.
Chad C.
Jessica S.
Patrick K.
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Jenny M.
Jeffrey S.
Kimberly F.
Stephany D.
Christophe M.
Michael L.
Julie D.
Carrie L. 3/11 R 0183 DuBois Y Y Y Y Y Y Y Y N N N Y Y Y Y Y 3/11 I 0169 Duckworth 3/11 R 0991 Dudley 3/11 R 0185 Dudley N N N Y N N N Y 3/11 R 0992 Dula 3/11 R 0993 Duncan Y Y Y Y Y 3/11 R 0186 Dunn ^/11 R 0187 Durham 11 R 0994 Dyckman Carrie L. YNNN

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3/11 R 1007 Frank

3/11 R 0225 Frazee

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Donald B.
Stephanie D.
Patricia R. 3/11 R 1008 Freeman 3/11 R 1009 Freudiger 3/11 R 0229 Fritts Stepnance D.
Patricia R.
Deseree M.
John B.
Michelle S.
Latonia N.
Allison A.
Stephen L.
Mark A.
Cheryl L.
Daniel R.
Karen N.
Angela E.
Chintan
Brian F.
Mary Ann
Betty Jane
Matthew E.
Melinda B.
John M.
Jill D.
Garit A.
Nancy J.
Laura L.
Melissa D.
Lori L.
Timothy S.
Calista M.
Kendra W. 3/11 R 1010 Fritz 3/11 R 0230 Frizzell 3/11 I 0231 Fruitt 3/11 R 1011 Fulcher 3/11 I 0232 Fuller 3/11 R 1012 Fulton 3/11 I 0233 Fussell 3/11 R 0234 Gabriel 3/11 I 0235 Gaffney 11 R 0236 Galasso 3/11 I 0237 Galloway YYYY 3/11 I 0238 Galvan-Cruz Y Y Y Y Y Y Y Y 3/11 I 0239 Gandhi 3/11 R 0240 Gantt Y Y Y Y N Y N N N Y N Y 3/11 R 1013 Gardner 3/11 R 1014 Garner 3/11 I 0241 Garrett Y Y Y Y 3/11 R 0242 Garrett YYYY 3/11 R 0243 Gay Y Y Y Y R 1015 Gehling 3/11 YYNN Y Y N N
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Calista M.
Kendra W.
Susie Louise
Kimberly A.
Jennings D.
Micaela K.
Wanda R.
Humberto R.
James E.
Michelle J. 3/11 R 0249 Gillespie 3/11 I 0250 Gillespie Louise 3/11 R 0251 Gilley Y Y Y Y N N Y Y 3/11 R 1017 Girdwood 3/11 R 0252 Glenn YYYY I 0253 Glenn 3/11 Y Y Y Y 3/11 R 1018 Godwin NNNY 3/11 R 0254 Gonzalez YYYY Y Y Y Y ^/11 I 0255 Good 11 R 1019 Goode

Michelle J.

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North Carolina State Board of CPA Examin  $C^-$  didates w/Date & Site Promp Exam Candidates Alpha Order

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3/11 3/11 3/11 3/11 3/11	R 0323 R 0324 R 1039 R 1040 I 0325 R 0326 R 0327 R 0328	Hill Hill Hinkle Hinnant Hinshaw Hinson Hobgood Hogan			Daniel Olivia Allison Matt Michael Eric Courtney Karen	W. W. K. R. C. D. M. P.	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y

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North Carolina State Board of CPA Examin
C didates w/Date & Site Promp Exam Candidates Alpha Order

3/11 R 1066 Kothera       Carla S.       N         3/11 R 1067 Kreuter       Zoey S.       N         3/11 R 1068 Kriek       Douglas H.       N         3/11 R 0399 Krishnan       Bindu Y       Y         3/11 R 0400 Krone       Eric S.       Y         3/11 R 0401 Kruse       Adrienne E.       Y         3/11 I 0402 LaVoie       Erin G.       Y	RF
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North Carolina State Board of CPA Examin
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3/11	R 1080	Lockett		Antontte	L.		N N	 Y	 Y
3/11	R 0431	Loftin		Jeffrey	Т.		ΥΥ		
3/11	R 1081	Loggans		Leslee	В.		ΝΥ		
3/11	R 0432	Lopez		Dawn	Μ.		ΥΥ		
3/11	R 0433	Lopez		Jessica	E.		ΥΥ	Y	Y
3/11	R 0434	Lott		Jeffrey	W.			Y	
3/11	R 1082	Love		Regina	L.	4		N	
3/11	I 0435	Lowes		Sherry	A.			Y	
3/11	R 0436	Lucas		Carlene	A			Y	
3/11	R 1083	Lucas		Howard	L.				
3/11	R 0437	Lumbert		Keith	Ε.		ΥΥ		
3/11	I 0438	Lydon		Shawn	P.		ΥΥ		
3/11	I 0439	Lynch	•	Mary	E.			Y	
3/11	R 0440	MacNeill	_	Margaret	K.			Y	
3/11	I 0441	Macmillan	Jr	Jack	F.			Y	
3/11	R 0442	Madara		Mark	C.			Y	
3/11 3/11	R 1084	Mahan		Michael	S.			N	
3/11	I 0443 R 1085	Manivanh		Christi	В.			Y	
3/11	I 1086	Mann Manzur		Brian	R.		Y Y		
11	R 0444	Mao		Pamela	A.		NY		
711	R 1087	Marc-Thrasybu	le	Zhihai Nancy			YY		
3/11	I 0445	Marshall	ΤĆ	Tonya	L.		N Y Y Y	Y	
3/11	R 1130	Martin		Carmin	N.				
3/11	R 0446	Martin		Renee	S.		YY		
3/11	R 1088	Martin		Stacey	s.		N N		
3/11	R 0447	Martinez		Michelle	L.		YY		
3/11	I 0448	Martinson		Jean	B.		ΥΥ	Y	
3/11	R 0449	Mascia		Brian	J.		ΥΥ	Ÿ	
3/11	R 1089	Mason	Jr	James	E.		N Y	Ÿ	
3/11	R 0450	Mason		Jeffery	W.		YY		
3/11	I 0451	Massey	Jr.	Marvin	Wilson		ΥΥ		
3/11	R 0452	Mativo		Patrick	Κ.		ΥΥ		
3/11	R 0453	Matthews		John	К.		ΥΥ		
3/11	R 0454	Matthews		Marisa	Dorothea		ΥΥ	Y	Y
	R 0455	Matthews		Misty	D.		ΥΥ	Y	Y
3/11	R 0456	Mattioli	Sr	Joseph	A.		ΥΥ		
3/11	R 1090	Maturino		Tanya	N.		NN	Y	N
3/11	R 0457	Mayers		Tiffany	Μ.		ΥΥ	Y	Y
3/11	I 0458	Mayo		Jacqueline			YY	Y	Y
3/11	I 0459	McCain		Scott	V.		ΥΥ	Y	Y
3/11	R 0460	McCain		Vicki	Hinton		ΥΥ		
3/11	R 0461	McCall		Brenda	K.		ΥΥ		
3/11	R 0462	McCall		Christal	A.		ΥΥ		
3/11	I 0463	McCaman		Michael	L.		ΥΥ		
٦/11	I 0464	McCaskill		Jonathan	P.		ΥΥ		
11	I 0465	McCormack		Glenn	E.		ΥΥ	Y	Y

EXAM SEAT LAST FIRST MIDDLE SITTING FOR DATE I/R NO. NAME NAME NAME LARF SITTING FOR Danielle T. Y Y Y Y Bradley R. N Y N N Gwen B. Y Y Y Y Y Y Y Frans R. Y Y Y Y Y Y Jessica B. Y Y Y Y Y Y Monica E. Y Y Y Y Y Y David E. Y Y Y Y Y Talise Young N N N Y Y Y Y Y Mary D. N Y N Y Y Y Y Shirley L. Y Y Y Y Y Regina T. Y Y Y Y Y Regina T. Y Y Y Y Y Nancy L. N N N Y Y Bailey M. Y Y Y Y Y Saeed Ismail Y Y Y Y Y Katherine A. N Y N N Christina M. Y Y Y Y 3/11 R 0500 Moody Danielle T. YYYY 3/11 R 1104 Moore 3/11 I 0501 Moore 3/11 I 0502 Moorrees 3/11 R 0503 Moran 3/11 I 0504 Morgan 3/11 I 0505 Morlando 3/11 I 0506 Morris 3/11 R 1105 Morris 3/11 R 0507 Morrison 3/11 R 1106 Morrison 3/11 R 0508 Mortenson 3/11 I 0509 Morton 3/11 R 0510 Moss 3/11 R 1107 Motley 3/11 R 0512 Munford 3/11 R 0514 Munshi 3/11 R 1108 Murphree 3/11 R 0515 Murphy 3/11 R 1108 Murphree
3/11 R 0515 Murphy
Christina M.
11 R 1109 Murr
Sharon J.
11 R 0516 Murray
Sharon J.
12 Sedward J.
13/11 R 0518 Murray
Sharon G.
14 R 0519 Murray
Sharon G.
15 Michael C.
16 Mushrush
Damon G.
17 John M.
18 Joh Christina M. YYYY N N Y Y Y Y Y Y Y Y Y Y YYYY Y N N Y Y Y Y Y N Y N Y Y Y Y YY Y Y Y NNYN YYYY YYYY Y Y Y Y YYYY NNYN YNNY NNNY YYYY NNNY

Candidates w/Date & Site Promp Exam Candidates Alpha Order

EXAM	SEAT	LAST		FIRST	MIDDLE	SITTING FOR
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3/11 R 0569   Pittard
Roxianne R. YYYY 11 R 0606 Reid Nora YYYY

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3/11 R 0608 Rhyne       Traci P.       Y         3/11 R 1140 Richey       Vonda L.       N         3/11 I 0609 Riessen       Eric A.       Y         3/11 R 1141 Rigg       Robin M.       N         3/11 I 0610 Riley       Jr Melvin       Y         3/11 R 1142 Ripberger       Kimberly J.       N         3/11 R 0611 Risey       Michael A.       Y         3/11 R 1143 Ritchie       Robert M.       N         3/11 R 0612 Roach       Paula A.       Y         3/11 I 0613 Robbins       Rebecca A.       Y	· · · · · · · · · · · · · · · · · · ·
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3/11	EXAM DATE		SEAT NO.	LAST NAME	FIRST NAME	MIDDLI NAME	<b>3</b>	SITTING L A R	FOR F
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11	R 0777	Williams		Jamie	D.	YYYY

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EXAM DATE		SEAT LA: IO. NAM		FIRST NAME	MIDDLE NAME	SITTING FOR L A R F
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North Carolina State Board of CPA Examin Candidates-Proctored-W/Date Pr Exam Candidates Alpha Order

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## NOVEMBER 2003 APPLICANTS NOT PROTESTING STAFF DENIAL

Krishna K. Agarwal- short semester hours – 21 NCAC 8F .0302

Florence Ansah-Sekyema – short semester hours – 21 NCAC 8F .0302

William C. Carter – Applied as NC candidate before July 31, but had already set as a TX Candidate got his grades from TX and passed all four parts.

Stephanie M. Davis – short semester hours – 21 NCAC 8F .0302

Hamed A. Elshawarby - official transcripts not received by deadline 21 NCAC 8F .0103

Laura H. Fisher – short semester hours – 21 NCAC 8F .0302

Christopher J. Flanagan – Exam fee not received by deadline 21 NCAC 8F .0103(a)

Clarice A. Forsyth - Incomplete moral character - 21 NCAC 8F .0103 (f)

Lori L. Gifford – short semester hours – 21 NCAC 8F .0302

Helen M. Harper – exam fee not received by deadline 21 NCAC 8F .0103(a)

Carmenza Hoyos - have not provided proof of completed work experience.

Jewel A. Lasater- application not received by the filing deadline 21 NCAC 8F. 0103(a)

Jenny L. Lewis -provided proof of graduation [21 NCAC 8F .0302 and G.S. 93-12 (5).

David P. McCarthy – short semester hours – 21 NCAC 8F .0302

Mary A. Moore – official transcripts [21 NCAC 8F .0103 (e), Incomplete moral character [21 NCAC 8F .0103(f)

Mark K. Murphy - short semester hours - 21 NCAC 8F .0302

John P. Paisley, III – incomplete moral character [21 NCAC 8F .0103(e)

Ashish M. Patel - official transcripts not received by deadline [21 NCAC 8F .01039(e)

Kirtida A. Patel – short semester hours – 21 NCAC 8F .0302

Lloyd R. Patillo – incomplete moral character [21 NCAC 8F .0103(e) Exam fee not received by deadline [21 NCAC 8F .0103(a)

Michael S. Perryman – short semester hours 21 NCAC 8F .0302

 $Ko\hbox{-}Chen\ Pine-Valid\ experience\ affidavit\ not\ enclosed.$ 

Kevin E. Quinn – short semester hours 21 NCAC 8F .0302

Christopher J. Surratt – exam fee not received by deadline [21 NCAC 8F .0103(a)

Matthew R. Wood - incomplete moral character [21 NCAC 8F .0103(f)